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DD/S 64-5749

NOV 9 1964

MEMORANDUM FOR THE RECORD

SUBJECT : Office of Personnel Briefing - Special Activities Staff  
on 6 November 1964

25X1 1. Present were: Mr. Bannerman, [redacted] and the undersigned. [redacted] reviewed the major functions of the Special Activities Staff. It has not yet been made clear whether involuntary retirement cases under the new regulations will be a part of the responsibility of the Staff, but Mr. [redacted] offered the guess that he probably will not be concerned with the routine cases and perhaps will only be called upon for assistance in the more difficult ones. 25X1

25X1 2. [redacted] indicated that the first year trial period device is very useful in getting people off the rolls before they become problem cases. If the three-year provisional period could be made as effective a device, the Agency would have very few problems later. While he does not consider it a serious problem yet, he reports that the Clandestine Services are not coming through promptly with their career employee status acceptances. [redacted] did not have the exact statistics available but estimated that the Clandestine Services are several hundred cases behind in the review of candidates for career employee status and his Staff is watching this to be alert to any problems which may begin developing. 25X1

25X1 3. [redacted] presented some statistics showing the number of different types of adverse personnel actions processed during the first ten months of the current calendar year and Mr. Bannerman suggested that this type of information be highlighted in subsequent semiannual briefings, possibly supported by a written report indicating trends, if any, and comparing the current activity with previous years. The Special Activities Staff handles approximately 50 bad debt cases each year and about one-half dozen of these present a serious problem. The serious cases are routinely referred to the Office of Security. [redacted] expressed his belief that Agency policy and procedure in these cases needs to be 25X1

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tightened. People who have been helped by the Special Activities Staff through the Public Service Aid Society or other means tend to become dependent upon the Agency and use it as a crutch. Mr. Bannerman requested that specific information about bad debt cases be included in subsequent briefings or, alternatively, that a separate private briefing be scheduled for Colonel White and Mr. Bannerman.



25X1

Special Assistant to the  
Deputy Director for Support

SA-DD/S:RHW:nfa (9 Nov 64)

Distribution:

cc: Director of Personnel  
Chief, Special Activities Staff  
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